

**AMENDED MINUTES
REGULAR BOARD MEETING
THURSDAY, NOVEMBER 15, 2007, 9:00 A.M.**

Board Members Present at Roll Call: Les Abrams, Rod Bolden, Gabe Corral, Charlie Havranek, Cynthia Henry, Debbie Rudd. A quorum was present. Board Members Present after Roll Call: None. Board Members Absent: Myra Jefferson. Vacant Board Member Positions: Public; Certified Residential Appraiser.

Also Present at Roll Call: Debb Pearson, Executive Director; Beckie Loar, Regulatory Compliance Administrator; Dawn Walton-Lee, Assistant Attorney General.

Les Abrams acted as Chairperson.

The Board pledged allegiance to the flag of the United States of America.

Charles Havranek moved that the Minutes of the October 18, 2007, Regular Board Meeting be approved. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Minutes of the October 30, 2007, Telephonic Special Board Meeting be approved. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

PUBLIC ANNOUNCEMENTS AND CALL TO PUBLIC

None.

RECOGNITION AND RECEIPTION FOR RETIRED BOARD MEMBER, SARAH C. VETAULT

Tabled because Sarah Vetault could not be present.

COMPLAINT REVIEW

Review and Action Concerning 08F-20522-BOA, Kym R. Gaudette.

Respondent appeared and was represented by Andrew D. Lynch, Esq. Dawn Walton-Lee represented the State. The Board heard from the parties concerning a proposed settlement. Respondent withdrew her settlement offer. Charlie Havranek moved that the Board deny approval of the proposed settlement and proceed with the formal hearing scheduled before the Office of Administrative Hearings (OAH). Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2247/2367, Alan A. Gilmore.

Respondent and Nathan Gilmore, Certified Residential Appraiser #21044, appeared telephonically, were sworn in, made statements to the Board and answered the Board=s questions. Respondent waived on the record the attachment of the investigative report to the Notice of Informal Hearing and verbally waived the reading of the Introduction to Informal Hearing on the record. Debbie Rudd moved that the complaints be referred to a formal hearing before the Office of Administrative Hearings (OAH). Rod Bolden seconded the motion. The motion was withdrawn. Charlie Havranek moved that the Board find Level V violations and offer Respondent a Consent Agreement and Order of Discipline citing the violations and providing for surrender of Respondent's Certified Residential Appraiser Certificate #21043. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

NEW BUSINESS

Discussion and Action Concerning Approval of Revised Language to the Introduction to Informal Hearing.

Charlie Havranek moved that the Board approve the revised Introduction to Informal Hearing. Gabe Corral seconded the motion. The Board voted unanimously in favor of the motion.

COMPLAINT REVIEW

Informal Hearing Concerning 2302, Michael D. Schendel.

Respondent appeared, was sworn in, made statements to the Board and answered the Board=s questions. Charlie Havranek moved that the Board find Level II violations and issue Respondent a nondisciplinary letter of remedial action citing the violations and requiring remedial education. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2311/2312/2313/2314/2315, Shahab A. Mehkri.

Respondent appeared, was sworn in, made statements to the Board and answered the Board=s questions. Jon D. Schneider, Esq., and Dee R. Giles, Esq. represented the Respondent. Charlie Havranek moved that the Board find Level III violations and offer Respondent a Consent Agreement and Order of Discipline citing the violations and requiring probation, mentorship and disciplinary education. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2356, Thomas A. Reeb.

Respondent appeared, was sworn in, made statements to the Board and answered the Board=s questions. Charlie Havranek moved that the Board find that the subject appraisal was performed within the same time period as the subject appraisals in 2159/2161/2163/2165/2167/2169/2171, which are the subject of Respondent's current probation. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Charlie Havranek moved that the complaint be closed. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2368, Delbert W. Mundy.

Respondent appeared, was sworn in, made statements to the Board and answered the Board=s questions. Charlie Havranek moved that the Board find Level II violations and issue Respondent a nondisciplinary letter of remedial action citing the violations and requiring remedial education. Gabe Corral seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2378, Michael Santana.

Respondent appeared, was sworn in, made statements to the Board and answered the Board=s questions. Debbie Rudd moved that the Board find Level III violations and offer Respondent a Consent Agreement and Order of Discipline citing the violations and requiring probation, mentorship and disciplinary education. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning Appellate Court Case 1CA-CV 05-0868 (98F-0544-BOA), Lawrence D. Bloom.

Respondent did not appear. Dawn Walton-Lee advised the Board that Respondent=s appeal had been denied.

Review and Action Concerning Superior Court Case CV-06-4140 (03F-1782-BOA/03F-1784-BOA), Felicia M. Coplan.

Respondent did not appear. Dawn Walton-Lee updated the Board with the status of Respondent=s appeal.

Review and Action Concerning 2494, Eugene C. Rowe.

Respondent appeared. Staff summary was read. Debbie Rudd moved that the Board find Respondent in noncompliance and find Level III violations and reoffer Respondent a Consent Agreement and Order of Discipline citing the violations and requiring probation, mentorship and disciplinary education. Charlie Havranek seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2404, Brian D. Coup.

Respondent appeared, was sworn in, made statements to the Board and answered the Board=s questions. Charlie Havranek moved that the Board find Level III violations and reoffer Respondent a Consent Agreement and Order of Discipline citing the violations and requiring probation, mentorship and disciplinary education; and if the document was not signed within 30 days of being offered, the matter be referred to formal hearing before the Office of Administrative Hearings (OAH). Gabe Corral seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2331, Robert A. Williams.

Respondent did not appear. Charlie Havranek moved that the Board close 2331 and open 2527 alleging noncompliance with the 9/18/07 Consent Agreement and Order of Discipline. Gabe Corral seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2192, James P. Hondel.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that because Respondent's License #11324 had expired, the complaint be closed to be reopened and considered in the event Respondent reapplies for licensure or certification. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2420, Jill A. Trompeter.

Respondent did not appear. Debbie Rudd moved that the Board accept the investigator's report. Charlie Havranek seconded the motion. The Board voted unanimously in favor of the motion. Charlie Havranek moved that because Respondent's License #10983 had expired, the matter be tabled to be considered in the event Respondent reapplies for licensure or certification. Gabe Corral seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2419, Patricia L. Gerarde.

Respondent appeared, was sworn in, made statements to the Board and answered the Board's questions. Staff was instructed to reoffer Respondent the nondisciplinary letter of remedial action citing Level II violations and requiring remedial education; and if the letter was not signed within 14 days of being offered, the matter be referred to formal hearing before the Office of Administrative Hearings (OAH).

Review and Action Concerning 2385/2386/2387/2388/2389/2390/2391, William H. Moffett.

Respondent appeared. Debbie Rudd moved that the Board accept the investigative reports. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Charlie Havranek moved that the Board invite Respondent to an informal hearing. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2424, Michael W. Jacobs.

Respondent did not appear. Charlie Havranek moved that the Board close 2424 and open 2528 alleging noncompliance with Board rules and statutes for failure to respond to the complaint or to the Board's subpoena. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board go into Executive Session for legal advice. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. The Board returned from Executive Session.

Review and Action Concerning 2438, Brian R. Haneline.

Respondent did not appear. Staff summary was read. Charlie Havranek moved that because Respondent's Certificate #21253 had expired, the complaint be closed to be reopened and considered in the event Respondent reapplies for licensure or certification. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion. Charlie Havranek moved that the complaint be referred to the Arizona Mortgage Fraud Task Force with 2458/2471/2484. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2456, Charles L. Baker.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Board find no violations and dismiss the complaint. Gabe Corral seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2487, Nathan G. Morris.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Board find Level IV violations and offer Respondent a Consent Agreement and Order of Discipline citing the violations and requiring probation, mentorship and disciplinary education. Gabe Corral seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2489/2491, Ann M. Foster.

Respondent did not appear. Staff summaries were read. Charlie Havranek moved that the Board find no violations and dismiss the complaints. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2490, Steven W. Johnston.

Respondent did not appear. Staff summary was read. Charlie Havranek moved that the Board find no violations and dismiss the complaint. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2493, Dawna Rogers.

Respondent did not appear. Staff summary was read. Charlie Havranek moved that the Board find Respondent in noncompliance and find Level I violations and reoffer Respondent a nondisciplinary letter of remedial action citing violations and requiring remedial education be completed by 12/31/07. Gabe Corral seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2495, David C. Hartman.

Respondent appeared. Staff summary was read. Charlie Havranek moved that the matter be referred to investigation. Debbie Rudd seconded the motion. The Board voted 5-1 in favor of the motion. Cynthia Henry voted no.

Review and Action Concerning 2224, Harrison Gordon/2225, Joshua Hernandez/2226, Nicolo Amoroso.

Respondents did not appear. Based on the 12-month file review, Debbie Rudd moved that the Board proceed with the scheduled informal hearings. Charlie Havranek seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2242, Gary S. Granville.

Debbie Rudd recused herself. Respondent did not appear. Based on the 12-month file review, Charlie Havranek moved that the Board proceed with the scheduled informal hearing. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

BOARD CHAIRPERSON REPORT

None.

EXECUTIVE DIRECTOR REPORT

Debb Pearson reported on the status of the Assistant Attorney General=s assignments; advised no complaint answer dates had been extended by staff; reported the following complaint statistics for calendar years 2006 and 2007:

	<u>2006</u>	<u>2007</u>	<u>2007</u>
Complaints filed	209	201	
Complaints heard by Board			544
<u>OF THOSE COMPLAINTS:</u>			
Complaints dismissed	70	69	86
Complaints referred to investigation	84	70	111
Complaints resolved with nondisciplinary letter of concern	30	13	19
Complaints resolved with nondisciplinary letter of remedial action	10	8	13
Complaints resolved with disciplinary letter of due diligence	6	6	8
Complaints resolved with probation	25	10	31
Complaints referred to informal hearing	67	28	71
Complaints referred to formal hearing	32	4	31
Complaints resolved with suspension	6	2	3
Complaints resolved with surrender	1	0	1
Complaints resolved with revocation	1	3	4
Complaints resolved with cease and desist letters	24	1	3
Violation Levels:			
I	35	16	23
II	10	13	18
III	17	9	28
IV	3	2	4
V	9	3	4
<u>Additional Information:</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Jurisdiction Expired & Complaints Closed	21	19	8
Denials of New Applications	5	7	7
Denials of Renewal Applications	2	4	1

reported on the status of the Board's three pending rulemaking packages; and updated the Board concerning the 2008 national examination.

APPLICATION REVIEW COMMITTEE REPORT

Debbie Rudd reported the following Arizona appraiser and property tax agent information as of November 14, 2007:

	<u>11/05</u>		<u>11/06</u>		<u>11/07</u>
Licensed Residential	897		1062		1124
Certified Residential	836		938		1071
Certified General	762		762		799
Nonresident Temporary	87	Total 2582	58	Total 2815	25
Property Tax Agents	288		301		265

Charlie Havranek moved that the Board accept the Committee's recommendations (see attached), except application #7062, Richard A. Norfolk. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board find certified residential application #7062, Richard A. Norfolk, substantively incomplete. Charlie Havranek seconded the motion. The Board voted unanimously in favor of the motion.

APPRAISAL TESTING AND EDUCATION COMMITTEE REPORT

Charlie Havranek moved that the Board accept the Committee's recommendations (see attached). Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

OLD BUSINESS

None.

NEW BUSINESS

Discussion and Action Regarding Approval of Proposed Complaint Process Flow Chart.

Debbie Rudd moved that the Board approve the proposed Complaint Process Flow Chart, as amended. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

Discussion and Action Regarding Business Card of Bobby Hibbits, Trainee.

Gabe Corral moved that staff write an informational letter to Mr. Hibbits. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Discussion and Action Regarding Ernest W. Circle, License #11264, Whose 90-Day Grace Period to Renew Had Expired.

Charlie Havranek moved that the Licensee's file be closed with a notation to consider his appraisal work product in the event he reapplies for licensure or certification. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Discussion and Action Concerning Approval of the 11/13/07 Real Estate & Mortgage Fraud for Law Enforcement Seminar for Continuing Education for the Appraisers Who Attended the Training on Behalf of the Board.

Debbie Rudd moved that the Board grant 6 hours of continuing education to the Board investigators who attended the 11/13/07 Real Estate & Mortgage Fraud for Law Enforcement Seminar. Rod Bolden seconded the motion. The Board voted unanimously in favor of the motion.

CONFIRMATION OF MEETING DATES, TIMES, LOCATIONS AND PURPOSES

The upcoming Committee and Board meetings were scheduled as follows:

December

12	Application Review Committee	9:00 a.m.
13	Appraisal Testing and Education Committee	7:30 a.m.
13	Board	9:00 a.m.

Dawn Walton-Lee, Assistant Attorney General, left the meeting.

PERSONNEL COMMITTEE REPORT

Charlie Havranek moved that the Board go into Executive Session pursuant to A.R.S. § 38-431.02(A)(1) for discussion of salaries for Board staff. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion. Upon return from Executive Session, Cynthia Henry moved that the Board accept the Committee's recommendations concerning salary adjustments for Board staff. Charlie Havranek seconded the motion. The Board voted unanimously in favor of the motion.

ADJOURNMENT

The meeting was adjourned.

/S/

Lester G. Abrams, Chairperson

**RECOMMENDATIONS
COMMITTEE ON APPLICATION REVIEW**

TO: Board of Appraisal

From: Application Review Committee

Date: November 15, 2007

Re: November 14, 2007 Recommendations

I. Report on number of Arizona Appraisers and Property Tax Agents:

	<u>11/05</u>		<u>11/06</u>		<u>11/07</u>
Licensed Residential	897		1062		1124
Certified Residential	836		938		1071
Certified General	762		762		799
Nonresident Temporary	87	Total 2582	58	Total 2815	25
Property Tax Agents	288		301		265
					Total 3019

II. As a result of its November 14, 2007 meeting the Application Review Committee makes the following recommendations:

A. To approve the following applications as substantively complete:

1. Licensed Residential by exam unless noted otherwise:

6916	Jami V. Hodson
6950	Louis C. Lechuga
6973	Sheridan B. Johnson
6976	Brent A. Nickels
6990	Justin B. Wilson
7018	Joseph D. Russo
7020	Todd C. Reynolds
7029	Sharon K. Garrett
7063	Richard G. Botkin, Jr.
7073	Clinton J. Caffrey
7041	Carrie A. Powell
7084	Christina M. Dickson
7087	Keith T. Napolin

2. Certified Residential by exam unless otherwise noted:

6643	Brian M. Donovan II
6681	George E. Shosted

6777	Joseph F. Koch
6866	Bryan W. Knowlton (by reciprocity)
6937	Jane M. Lavalla
6943	Leroy M. Torres
6949	Tracy M. Captain
6952	Michael F. Oakes (by reciprocity)
6966	Robert K. Richards
6967	Casey M. O'Brien
6972	Aaron O. Thomas
6974	Brian R. Martinitz
6984	Brian A. Friedman
6985	Christopher S. Weidman
6987	Sean D. Comerford
6988	Christian Feher
6992	Deborah A. Nicoletti
7001	Jack L. Newman
7003	Daniel A. Hyde
7005	John Stutzman
7010	Richard D. Widdows
7011	Justin D. Schubel
7015	Summer S. Chandler
7016	Nathan J. Schreck
7022	Mark M. Obermeyer
7024	Sharyn R. Sheffer
7030	Ryan G. Krch
7031	George H. Jones
7033	Susan J. Paasche-Guthrie
7034	Daniel B. Scalise
7043	Todd H. McDonald
7045	Julie K. Polito
7046	Anthony A. Buchta
7053	Craig D. Flores
7055	Michael B. Bennett
7057	Levi V. Holloway
7058	William P. Growney
7064	Kyle C. Norris
7065	Mandel J. McDonnell
7074	Cory C. Sanchez
7076	Joseph C. Shannon
7077	Marc A. Mather
7082	Suzanne J. Morrison
7096	David W. Ihler
7120	David P. Peters

3. Certified General by exam unless otherwise noted:

6570	Douglas Mitchell
6756	David C. DiPeso
6891	Carolyn P. Holliday
6899	John K. Wyatt
6900	Marty R. Schaffer
6935	Melissa Rivers
6999	Carolyn Van Hazel
7021	Steven W. MacDonald
7071	Tammy A. Allan-Morgan

B. To approve the following applications as substantively complete and confirm the issuance of the following license/certification:

1. Reciprocity

11924	Wesley J. Cleveland
21648	Brian F. Serwe
31572	Kathleen A. Foley
31573	Miles Loo, Jr.
31577	Stephen E. Wilson
31578	John H. Temme
31580	Maxson W. Foss

2. Nonresident Temporary

TP41073	Richard C. Sloan
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C. To disapprove the following applications as substantively incomplete and hold until substantively complete:

6630	Jesse B. Tougas
6883	Steve J. Gaul
6906	Teresa J. Wagner
6939	Ryan W. Melzer
6940	Morris E. Harvey
6986	Kevin D. Caswell
6996	Richard D. Ellis
7014	Chrystine A. Meadows
7017	Michael J. Heaton
7021	Frank T. Henshaw
7023	Christopher B. Benes
7027	Thomas E. Chambers
7035	James R. Shea

7036	Jared S. Rail
7042	Curtis L. Ashcroft
7062	Richard A. Norfolk
7066	Greg R. Gunn
7103	John A. Fowler (by reciprocity)
7104	Randy N. Deines (by reciprocity)

III. Applications Pending - Substantively Incomplete

6489	Jose Magana
6562	Barbara J. Hallbourg
6595	Rachel I. Encinas
6617	Brent A. Hodges
6841	Larry R. Hamby
6953	Daniel J. Kennedy (by reciprocity)
6998	Stephen Rich (by reciprocity)

Notification of applicants with substantively incomplete applications who have not responded to the Committee's request for additional information. Pursuant to R4-46-202(D) applicants have up to a year to meet all requirements for license/certificate or applicant's file is to be closed by the Board and applicant shall reapply.

RECOMMENDATIONS

COMMITTEE ON APPRAISAL TESTING AND EDUCATION

TO: Board of Appraisal

FROM: Committee on Appraisal Testing and Education

DATE: November 15, 2007

RE: November 15, 2007 Recommendations

As a result of its November 15, 2007 meeting the Committee on Appraisal Testing and Education makes the following recommendations:

- I.** Action regarding proposed approval of **qualifying education courses:**
 - A. Previously approved by the Board:**
 - 1. Submitted by Dynasty School
 - a. **Real Estate Appraisal**, #ABA D1006-585 Distance Education 21 hours
*Robert Abelson
Recommend Denial
 - B. Not previously approved by the Board:**
 - 1. Submitted by Mesa Community College
 - a. **REA 270 Basic Appraisal Principles**, 30 hours
*John Beshk, John Egan
Recommend Approval
 - b. **REA 271 Basic Appraisal Procedures**, 30 hours
*John Beshk, John Egan
Recommend Approval
 - c. **REA 273 Residential Market Analysis Highest & Best Use**, 30 hours
*John Beshk, John Egan
Recommend Approval
 - d. **REA 274 Residential Appraiser Site Valuation & Cost Approach**, 15 hours
*John Beshk, John Egan
Recommend Approval

- e. **REA 275 Residential Sales Comparison & Income Approaches**,
30 hours
*John Beshk, John Egan
Recommend Approval
- f. **REA 276 AA Residential Report Writing & Case Studies**, 15 hours
*John Beshk, John Egan
Recommend Approval
- g. **REA 277 Statistics, Modeling, & Finance**, 15 hours
*John Beshk, Dawn Bulriss
Recommend Approval
- h. **REA 278 Advanced Residential Applications & Case Studies**,
15 hours
*John Beshk, John Egan
Recommend Approval

II. Action regarding proposed approval of **continuing education courses**:

A. Previously approved by the Board:

- 1. Submitted by Acheson Appraisal
 - a. **FHA Update**, #ABA 0102-102 4 hours
*Ross Acheson, Daniel Smith
Recommend Approval
 - b. **Loss Prevention**, #ABA 0102-103 4 hours
*Ross Acheson
Recommend Approval
 - c. **2008-2009 National USPAP Update**, #ABA 0403-282 7 hours
*Daniel Smith, Ross Acheson
Recommend Approval
- 2. Submitted by Arizona School of Real Estate & Business
 - a. **2068 How to Write a Narrative Appraisal**, #ABA 0702-242 4 hours
*Captain Tracey, Gasper Crimando, Rick Fasano, Kathleen Holmes,
Gretchen Koralewski, Roy Morris, Ronald Shilling, Daniel Smith, Gerard
Vick, Dave Zeigler, Thomas Heineman
Recommend Approval
 - b. **C7432 FHA/FNMA Requirements for Appraisal Condominiums**,
#ABA 1205-491 4 hours
*Captain Tracey, Gasper Crimando, Rick Fasano, Kathleen Holmes,
Gretchen Koralewski, Roy Morris, Ronald Shilling, Daniel Smith, Gerard
Vick, Dave Zeigler, Thomas Heineman
Recommend Approval
 - c. **C7431 FHA Minimum Property Standards and FNMA Appraisal
Guidelines**, #ABA 1205-492 4 hours
*Gretchen Koralewski, Tracey Captain, Gasper Crimando, Rick
Fasano, Kathleen Holmes, Roy Morris, Ronald Shilling, Daniel Smith,
Gerard Vick, Dave Zielger, Thomas Heineman
Recommend Approval

3. Submitted by Foundation of Real Estate Appraisers
 - a. **Defensive Report Writing**, #ABA 1205-493 4 hours
*Ross Acheson, Robert Fabrizio
Recommend Approval
 - b. **National Data Collective**, #ABA 1205-494 4 hours
*Ross Acheson
Recommend Approval
4. Submitted by McKissock Schools
 - a. **The Cost Approach**, #ABA D1206-602 Distance Education 7 hours
*Alan Simmons
Recommend Approval

B. Not previously approved by the Board:

1. Submitted by Arizona School of Real Estate & Business
 - a. **Supervising Beginning Appraisers**, - A Plan For Success, 7 hours
*Bob Artim, Tracey Captain, Gasper Crimando, Neil Dauler-Phinney, Thomas Denny, Richard Fasano, Bill Gray, Kathleen Holmes, Robert Kaczmarek, Gretchen Koralewski, Don Miner, Roy Morris, Becky Ryan, Ron Schilling, Daniel Smith, Richard Turkian, Gerard Vick, David Ziegler
Recommend Approval
2. Submitted by CLE International
 - a. **Conservation Easements**, 7 hours
*Robert Bridges, Jr., Constance Pinney, Cynthia Chandley, Larry Cohen, Tom Collazo, Lisa McKnight, Diana Freshwater, James Odenkirk, Glen Gould, Annie Wallace, David Harris, Tom Rolston, Tom Hulen, Jenny Pelton, Fred McGee
Recommend Approval
3. Submitted by Training Team Center, LLC.
 - a. **The Relocation Appraisal, Understand the Process**, 7 hours
*Jay Delich
Recommend Approval

III. Action regarding proposed approval of instructor approval:

1. Submitted by Acheson Appraisal
 - a. **Daniel Smith, Robert Fabrizio**
 - (1) Plans & Specifications, #ABA 0202-141
 - (2) FNMAE & ANSI Guidelines, #ABA 0404-346
Recommend Approval
 - b. **Daniel Smith**
 - (1) Appraising Manufactured Homes, #ABA 1202-260
 - (2) 2006 National USPAP Update, #ABA 0403-282
 - (3) Adjustment Techniques, #ABA 0404-347
Recommend Approval

- c. **Robert Fabrizio**
 - (1) REO Appraisals, #ABA 0207-609
Recommend Approval
- 2. Submitted by Arizona School of Real Estate and Business
 - a. **Thomas E. Heineman**
 - (1) C4672 FHA Appraisal Requirements, #ABA 0701-249
 - (2) 3204 Appraisal Review Process, #ABA 0901-030
 - (3) 3849 Arizona Appraisal Law, #ABA 0302-163
 - (4) 2065 How to Appraise Leasehold Interest, #ABA 0302-165
 - (5) 1968 Appraisal Valuation & Current Economic Trends, #ABA 0302-164
 - (6) 3200 Appraising Property in Condemnation, #ABA 0302-167
 - (7) 1254 Appraising Income Producing Property, #ABA 0502-216
 - (8) C7393 Real Estate Feasibility Study, #ABA 0502-217
 - (9) 1253 How Appraisers Develop Capitalization Rates, #ABA 0702-241
 - (10) C6505 Appraising Manufactured Housing, #ABA 0404-356
 - (11) C7115 Uniform Residential Appraisal Report, #ABA 0605-431
 - (12) AP-01 Basic Appraisal Principles, #ABA 0906-569-1
 - (13) AP-02 Basic Appraisal Procedures, #ABA 0906-570-2
 - (14) AP-07 Residential Report Writing, #ABA 0906-571-7
 - (15) Condominiums, Co-ops, and PUDs, #ABA 1106-593
 - (16) AP-11 General Appraiser Market Analysis and Highest and Best Use, #ABA 0407-621-11
 - (17) AP-104A General Appraiser Income Approach, #ABA 0507-642-14
 - (18) AP-04 Residential Market Analysis and Highest and Best Use, #ABA 0607-650-4
 - (19) AP-05 Residential Appraiser Site Valuation and Cost Approach, #ABA 0607-651-5
 - (20) AP-06 Residential Sales Comparison and Income Approaches, #ABA 0607-652-6
 - (21) C8512 FNMA/FHA Requirements-Appraising Property Flip, #ABA 0607-667
 - (22) AP-08 Statistics, Modeling, Finance, ABA #0707-672-8
 - (23) AP-09 Advanced Residential Applications and Case Studies, #ABA 0707-673-9
 - (24) AP-104B General Appraiser Income Approach, #ABA 0707-674-14
 - (25) AP-11 General Appraiser Market Analysis and Highest and Best Use, #ABA 0907-688-11
Recommend Approval